

**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

**FOR**

**ONE TO ONE PERSONNEL LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	<b>Page</b>
<b>Company Information</b>	<b>1</b>
<b>Balance Sheet</b>	<b>2</b>
<b>Notes to the Financial Statements</b>	<b>4</b>

**ONE TO ONE PERSONNEL LIMITED**  
**COMPANY INFORMATION**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**DIRECTOR:** I J Banks

**REGISTERED OFFICE:** Clarence Street Chambers  
32 Clarence Street  
Southend-on-Sea  
Essex  
SS1 1BD

**BUSINESS ADDRESS:** 4a Southchurch Road  
Southend  
Essex  
SS1 2NE

**REGISTERED NUMBER:** 05292200 (England and Wales)

**ACCOUNTANTS:** A.R. Lee & Co.  
Chartered Certified Accountants  
Clarence Street Chambers  
32 Clarence Street  
Southend-on-Sea  
Essex  
SS1 1BD

**ONE TO ONE PERSONNEL LIMITED (REGISTERED NUMBER: 05292200)**

**BALANCE SHEET**  
**31 DECEMBER 2020**

	Notes	31.12.20 £	£	31.12.19 £	£
<b>FIXED ASSETS</b>					
Tangible assets	4		3,852		5,637
<b>CURRENT ASSETS</b>					
Debtors	5	106,886		125,708	
Cash at bank and in hand		<u>97,817</u>		<u>7,745</u>	
		204,703		133,453	
<b>CREDITORS</b>					
Amounts falling due within one year	6	<u>164,706</u>		<u>122,894</u>	
<b>NET CURRENT ASSETS</b>			<u>39,997</u>		<u>10,559</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			43,849		16,196
<b>CREDITORS</b>					
Amounts falling due after more than one year	7		(44,167)		-
<b>PROVISIONS FOR LIABILITIES</b>			<u>(510)</u>		<u>(801)</u>
<b>NET (LIABILITIES)/ASSETS</b>			<u>(828)</u>		<u>15,395</u>
<b>CAPITAL AND RESERVES</b>					
Called up share capital	8		100		100
Retained earnings			<u>(928)</u>		<u>15,295</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>(828)</u>		<u>15,395</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The director acknowledges his responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these financial statements

**BALANCE SHEET - continued**  
**31 DECEMBER 2020**

The financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

In accordance with Section 444 of the Companies Act 2006, the Income Statement has not been delivered.

The financial statements were approved by the director and authorised for issue on 13 July 2021 and were signed by:

I J Banks - Director

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**1. STATUTORY INFORMATION**

One To One Personnel Limited is a private company, limited by shares, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

The presentation currency of the financial statements is the Pound Sterling (£).

**2. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Turnover**

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 10% on cost
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 33% on cost

**Taxation**

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

**Deferred tax**

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

**Pension costs and other post-retirement benefits**

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

**Government grants**

Government grants received as a result of Covid 19 support have been accounted for under the accrual model and are recognised on a systematic basis over the periods in which the company recognises the related costs for which the grants are intended to compensate.

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**3. EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 55 (2019 - 68 ) .

**4. TANGIBLE FIXED ASSETS**

	Improvements to property £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>					
At 1 January 2020	5,500	1,080	24,269	23,262	54,111
Additions	-	1,479	150	-	1,629
Disposals	-	(1,080)	(8,893)	(14,681)	(24,654)
At 31 December 2020	<u>5,500</u>	<u>1,479</u>	<u>15,526</u>	<u>8,581</u>	<u>31,086</u>
<b>DEPRECIATION</b>					
At 1 January 2020	5,500	1,034	18,678	23,262	48,474
Charge for year	-	370	482	-	852
Eliminated on disposal	-	(1,034)	(6,377)	(14,681)	(22,092)
At 31 December 2020	<u>5,500</u>	<u>370</u>	<u>12,783</u>	<u>8,581</u>	<u>27,234</u>
<b>NET BOOK VALUE</b>					
At 31 December 2020	<u>-</u>	<u>1,109</u>	<u>2,743</u>	<u>-</u>	<u>3,852</u>
At 31 December 2019	<u>-</u>	<u>46</u>	<u>5,591</u>	<u>-</u>	<u>5,637</u>

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20 £	31.12.19 £
Trade debtors	100,178	118,014
Other debtors	<u>6,708</u>	<u>7,694</u>
	<u>106,886</u>	<u>125,708</u>

**6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20 £	31.12.19 £
Bank loans and overdrafts	5,833	52,271
Trade creditors	3,047	7,903
Taxation and social security	142,634	57,589
Other creditors	<u>13,192</u>	<u>5,131</u>
	<u>164,706</u>	<u>122,894</u>

**7. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	31.12.20 £	31.12.19 £
Bank loans	<u>44,167</u>	<u>-</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

7. **CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR - continued**

	31.12.20	31.12.19
	£	£
Amounts falling due in more than five years:		
Repayable by instalments		
Bank loans more 5 yr by instal	<u>4,167</u>	<u>-</u>

8. **CALLED UP SHARE CAPITAL**

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	31.12.20	31.12.19
			£	£
60	Ordinary A	£1	60	60
40	Ordinary B	£1	<u>40</u>	<u>40</u>
			<u>100</u>	<u>100</u>

9. **OTHER FINANCIAL COMMITMENTS**

Total financial commitments, guarantees and contingencies which are not included in the balance sheet amount to £67,464.



This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.